

# **PERSONAL PROPERTY VALUATION AND AUDIT SELF-STUDY TRAINING SESSION**

## ***Instructions***

1. **Contact Mark Nisson at [mark.nisson@boe.ca.gov](mailto:mark.nisson@boe.ca.gov) or at 916-324-0295 if you have any questions while you are taking the self-study training session.**
2. **Required materials:**  
***Assessors' Handbook Section 504, Assessment of Personal Property and Fixtures.***
3. **Complete the attached schedule of reading assignments and review questions.**
4. **Sign the certification document.**
5. **Return the review questions and certification document to:**  
  
**Mark Nisson  
State Board of Equalization  
Assessment Policy and Standards Division  
P.O. Box 942879  
Sacramento, CA. 94279-0064**
6. **You will be credited with 9 hours of appraisal training credit for completion of the Personal Property Valuation and Audit Self-Study Session. This will not count toward your advanced certification.**